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MEMORANDUM FOR: Director of Information Technology

FROM: John M. Ray  
Director of Logistics

SUBJECT: New Headquarters Building Occupancy Dates

REFERENCE: A. Memo for D/OL fm D/OIT dtd 1 May 87, Subj:  
Availability of Communications Service in the New  
Headquarters Building  
B. Memo for Acting Chief, NSEG/OIT; Chief, ESG/OIT fm  
C/NBPO, dtd 20 Mar 87, Subj: NHB Facility Requirements  
C. Memo for C/NBPO/OL fm C/NBCPO/OIT, dtd 15 Oct 86,  
Subj: New Headquarters Building Access

1. I appreciate reference A confirmation that OIT will provide secure and non-secure data and voice service to New Headquarters Building (NHB) occupants by 18 January 1988. However, I am concerned that some critical dates noted in paragraph two of reference A differ from those provided to the New Building Project Office (NBPO) earlier by OIT components. Unfortunately, we have planned our activities around the dates provided earlier, and cannot at this time accelerate them.

2. Specifically, we need to clarify two points regarding the unnumbered subparagraphs to paragraph two of reference A. For ease of discussion, I will refer to them as subparagraphs (a) and (b). Subparagraph (a) states that UPS power and air conditioning in the first floor core area must be available by 1 August 1987. We noted in paragraph three of reference B that UPS power will be available 1 September 1987. This is 30 days earlier than you requested in reference C. You should also be aware that we had previously informally advised OIT personnel that reliable chilled water will be available on the first floor computer room by September 1987, but the chilled water tanks which provide the uninterruptible feature will not be available until 15 November 1987. Our goal is to complete the additional modifications to walls, doors, and other physical hardware in the first floor core area not later than 1 August 1987.

3. With respect to subparagraph (b), our target date for BOD of the North Tower closets is 1 July. If the floor cells mentioned in subparagraph (b) are in fact the floor tile cutouts in the office areas (there are no "floor cells" on floors 1-6 of the North Tower), these will be available by 1 September as noted in reference B. This exceeds your requirement as stated earlier in reference C by 30 days. Perhaps the originator of reference A inadvertently associated the 1 August date in subparagraph (a) with UPS power and airconditioning and similarly included


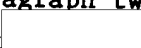
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the reference to floor cells by 1 July in subparagraph (b). I would appreciate it if you would clarify these two points for us.

4. In another matter related to the provision of service to the NHB, we have had an opportunity to informally examine the Jerome Industries power supply which may be used by the new data phones proposed for the NHB. These power supplies are not compatible with the duplex outlets being installed in the NHB. We suggest that this situation be resolved before it impacts the move of components into the NHB. Should you require OL input on this issue or any of the items discussed in paragraph two, please contact  Chief, NBPO, on extension 

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John M. Ray

Attachments:  
A-C

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OIT-0222-87

01 MAY 1987

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MEMORANDUM FOR: Director of Logistics

FROM: Edward J. Maloney  
Director of Information TechnologySUBJECT: Availability of Communications Service  
in the New Headquarters BuildingREFERENCE: A. Memo for AC/NSEG fm C/NBPO/OL, 2035-87, dtd 3 Apr 87 Subj:  
NHB Facility Requirements  
B. Memo for AC/NSEG fm C/NBPO/OL, 2030-87, dtd 20 Mar 87 Subj:  
NHB Facility Requirements

1. As a result of the reference memorandum and follow-up meetings with the New Building Project Office (OL-NBPO) and the Facilities Management Division (OL-FMD), we have taken an in-depth look at the activities that will be required after BOD to provide staff level communications service in the New Headquarters Building (NHB). Based on our most recent estimates, OIT will be able to provide secure and non-secure data and voice service to NHB occupants 25X18 January 1988.

2. The in-service date of 18 January is predicated on the following:

BOD of the first floor core area with functional UPS power and air conditioning and wall construction completed in the PBX hardware area, by 1 August 1987.

25X1 North Tower phone closets and floor cells available by 1 July 1987.

3. We realize that the events detailed in paragraph 2 may be divided between FMD and NBPO and we will be working closely with them to ensure that all requisite coordination takes place in a timely manner so that occupancy schedules can be met. Should the schedules in paragraph 2 require changes at a later date, we would evaluate the realism of an 18 January occupancy date at 25X1 time.

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SUBJECT: Availability of Communications Service in the New Headquarters Building

25X1 4. The OIT point of contact for providing communications services in the  
25X1 HB is the New Building Communications Program Manager, [redacted]

[redacted]

25X1 [redacted]

Edward J. Maloney

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20 March 1987

MEMORANDUM FOR: Acting Chief, NSEG/OIT  
Chief, ESG/OIT

FROM:

Chief, New Building Project Office, OL

SUBJECT: NHB Facility Requirements

REFERENCE: A: NBCPD-013-87 dtd 27 Feb. 1987  
B: OIT-0753-86 dtd 29 Aug. 1986  
C: Memo for D/OIT fm D/OL dtd 5 June 1986

1. Additional utility services for the B/B and computer rooms will be provided per references.

2. We plan to have the North B/B room available for you to pull cables or perform other preliminary work by 17 April. We hope to have interim cooling and power in place and operational by 15 May 1987. Power Distribution Modules with uninterruptible power and air handlers should be in place and operational by 30 June 1987. Uninterruptible chilled water, which originates in the South Tower, will not be available until 15 November 1987.

3. The first floor computer area will be available on 1 May 1987 for you to pull cables and/or perform other preliminary work. Power and air conditioning is scheduled to be available by 1 July 1987. By 1 September 1987, the first, second, and third floor computer centers will be complete including UPS power and chilled water service. To ensure that completion of your areas is not delayed, you should contact Facilities Management Division, OL, as soon as possible regarding reference C, Category II requirements.

3. In addition to the dates discussed above, for planning purposes, we project the following dates for the North Tower. Similar dates will be provided later for the South Tower.

North Tower Phone Closets Available	7/01/87
North Tower Available for Local Cable Pulls	9/01/87
Initial Tenant Move-in (North Tower)	1/1/88

4. The first occupant of the New Headquarters Building, OSWR, is scheduled to move into the third, fourth, and fifth floors of the North Tower in January 1988. The OSWR move is the first of a complex chain of

OL 2030-87

moves required to carry out relocations directed by Agency senior managers. As I understand it, there is a commitment to move the Office of Imagery Analysis out of NPIC by March 1989. That deadline cannot be met if OL cannot begin to move components into the North Tower in January 1988. When the first occupants move in, the areas must be totally complete from a facility and data standpoint. That is, they must have the same services that they now have in the original Headquarters Building.

5. Therefore, we all must ensure that our schedules work toward occupancy of the North Tower with full services beginning in early January 1988.

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C O N F I D E N T I A L

OIT-0891-82  
15 OCT 1986

MEMORANDUM FOR: Chief, New Building Project Office, OL

25X1 FROM: [REDACTED]

Chief, New Building Communications Program  
Office, OIT

25X1 SUBJECT: New Headquarters Building Access [REDACTED]

REFERENCE: NBPO/OL Memo, dated 23 September 1986,  
Same Subject

1. The New Building Communications Program Office (NBCPO) has identified several areas in the New Headquarters Building (NHB) which will require early access. Early access to these key areas is needed to provide the communication facilities and support required by Security and Safety on the Beneficial Occupancy Date (BOD), estimated in the reference as 1 September 87 (for the Core Area and North Tower). [REDACTED]

2. Also to provide the staff communications capabilities required on the Personnel Occupancy Date (POD), (i.e. staff occupancy, of any part of the New Building), currently TBD but which we anticipate to be o/a 1 January 87, early access will be required to install long lead items such as the secure and non-secure grids and switch facilities. [REDACTED]

3. We have reviewed our planning schedules and have established a prioritized list of areas in the NHB which will require early access. These areas along with their facility, security and access requirements are presented as an attachment to this memorandum. [REDACTED]

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C O N F I D E N T I A L

C O N F I D E N T I A L

25X1 SUBJECT: New Headquarters Building Access

25X1 4. Please contact  should you  
25X1 require additional details or discussion on this request.

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Attachment:  
As Stated

C O N F I D E N T I A L



October 14, 1986

NBCPO's NHB Early Access Requirements

PRIORITY I -- North B/B Link Room (0C012): NBCPO early access to this area is required for site preparation and hardware installation to support Security and Safety communication systems that need to be operational at BOD and to support the interconnectivity of the Secure and Non-Secure PBX systems.

- o Utility Req.'s: At NBCPO access, air handling units, heating system and utility power are required to be installed and functional in this area. The computer floor, lighting and under floor ducting must be installed and functional. Red/Black UPS power (PDM's) are desirable at NBCPO access but is required NLT 30 days after.
- o Security Req.'s: At NBCPO access, area must be able to be physically secured. Vault type room (VTR) security need not be available until minus 30 days BOD.
- o Access Req.'s: NBCPO access to this area is required 01 May 87.

PRIORITY II -- First Floor C/C Area (1F006 & 1F008): NBCPO early access to the First Floor Comcenter area which encompasses rooms 1F006 & 1F008 (from column line 13 through 18 in Bid Package 2, Volume 7 drawings) is required for site preparation and hardware installation to support the Secure and Non-Secure telephone PBX's.

- o Utility Req.'s: At NBCPO access, computer floor, lighting, air handling units, heating system and utility power are required to be installed and functional. Red/Black UPS power units (PDM's) are desirable but required NLT 30 days after NBCPO access. Changes as outlined in the OL memorandum (dated 5 June 86) as Category I items, need to be completed at NBCPO access
- o Security Req's: At NBCPO access physical control of this area is required. Area must be fully securable NLT 60 days after NBCPO access.
- o Access Req's: NBCPO access to this area is required 120 days prior to the Personnel Occupancy Date (POD), i.e. staff occupancy of the any part of the New Building.

Closets: Early access to the Secure and Non-Secure electrical (wire) closets is required, on all floors of the North Tower, South Tower and the Core Area, to facilitate the installation of the riser portion of the voice and data grids in these areas.

- o Utility Req's: Access to utility power and lighting in the electrical closets is required to facilitate cable pulling and termination.
- o Security Req's: At NBCPO access physical control of these areas is required.
- o Access Req's: NBCPO access to the North Tower, South Tower and Core Area wire closets is required 90 days prior to POD.

PRIORITY IV -- North Tower, South Tower and Core Area Floor Cell and Distribution Conduit: Early access to Secure and Non-Secure floor cell (cable ducting) and the Secure and Non-Secure building conduit distribution system is required in all of the North Tower, South Tower and the Core Area, to facilitate the installation of station cable from the electrical wire closets to the station terminal locations. A Phase access plan where two or more floors are available at any one time would be acceptable.

- o Utility Req's: Utility power, lighting and installed computer floor are required to facilitate the pulling and termination of cables.
- o Security Req's: None.
- o Access Req's: NBCPO contractor access to any two or more floors is required 90 days prior to POD.

PRIORITY V -- Second Floor C/C Area (2F008 & 2F010): NBCPO early access to the Second Floor Comcenter area which encompasses rooms 2F008 and 2F010 (from column line 13 through 18 in Bid Package 2, Volume 7 drawings) is required for site preparation and hardware installation for project Mercury.

- o Utility Req's: At NBCPO access, computer floor, lighting, air handling units, heating system and utility power are required to be installed and functional. Red/Black UPS power units (PDM's) are desired but are required NLT 30 days after NBCPO access. Changes as outlined in the OL memorandum (dated 5 June 86) as Category I items, need to be completed at NBCPO access.
- o Security Req's: At NBCPO access physical control of this area is required. Area must be fully securable NLT 60 days after NBCPO access.
- o Access Req's: NBCPO access to this area is required NLT 60 days following NBCPO's access to the First Floor C/C area, rooms 1F006 & 1F008.